

How to Make a Video: Part 4

(1) Consent forms

1: Template consent forms

TEMPLATE CONSENT FORM

Consent forms need to be tailored to specific projects. The sample and suggestions below give you some considerations for developing a consent form for videos you are making.

CONSENT FORM

What is the purpose of this consent form?

In this section you should provide a summary of the video to include:

- Who you are
 - Name of the organisation or individual making the video
- Why you are making the video
 - To raise awareness... To campaign for... etc.
- How / where the video will be used (*see example below*)
 - At a conference, press event, on a website etc.
 - Specify if it will be shown publicly or just to a limited audience
- Any results you would like / expect as a result of making the video
- Anything else the person appearing in the video should be aware of before they sign

By signing this consent form you agree to the conditions laid out above for the [name of video / project / campaign etc.] and give [name of individual / organisation] permission to release and/or publish any verbal expressions or statements you may make during the filming [of the conference / event etc.] and to use any photographs and/or video recordings and/or presentation slides for educational and promotional purposes and agree to these materials being held on the [name of your organisation] website, where they will be in the public domain.

Thank you for your cooperation.

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Name:

(Please print your name and title (Mr, Mrs, Miss, Ms, Other):

Organisation / affiliation:

Email:

I understand and agree with the above. I also agree that I am not obligated in any way to sign this form, and do so voluntarily.

I am over 18 years of age

Please note, failure to sign will preclude you from participating in the video

SIGNATURE: _____

CONSENT FORMS FOR CHILDREN AND YOUNG PEOPLE

[Please tick the appropriate box]

I am 13 – 18 years of age and will sign this jointly with my parent or legal guardian

I am the parent or legal guardian of a child under of 12 years of age or under and am signing on their behalf

Print Name

Signature

Date

TO BE COMPLETED BY PARENT OR LEGAL GUARDIAN (IF APPLICABLE)

Print Name

Mother / father / legal guardian *[please circle as applicable]*

Signature

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Date

OTHER AREAS YOU MIGHT WANT TO CONSIDER INCLUDING IN A CONSENT FORM:

- **Do you want to specify that you / your organisation hold the copyright to the material that is being filmed?**
- **Do you want to specify that individuals can remain anonymous or use a pseudonym?**

Disclosure of personal data

You have the choice of whether to disclose your full name or to be anonymous. To indicate that you would prefer to be anonymous or only disclose part of your name, you must tick the appropriate box below.

- Happy for my full name to be used
- I prefer to be completely anonymous/or under fictional name
- I prefer to allow the partial use of my name (only first name)

- **Do you want to restrict what individuals might say?**
 - For example, ask them not to mention specific medications or pharmaceutical companies?
- **Do you want to clarify your position on remuneration?**
 - For example, you might want to specify that there will be no payment or financial compensation for appearing in the video, but that economy travel costs will be provided on provision of a receipt